



November 16, 2012 Meeting Minutes

Meeting Commenced: 9:30 am

Board Members Present: Cathy Gallinger – Treasurer, Marybeth Quaadgras – Secretary, Ranjini Reddy – President, Damian Sugrue, Principal

Parents, Teachers, Community Members Present: Peter Ashton, Amy Happ, Kim McOsker, Rashmi Muralidhar, Sophia Park, Mac Reid, Paul Thompson, Sujeong Yoo

Welcome and Introductions – Ranjini Reddy

Ranjini Reddy thanked attendees for coming and introduced Peter Ashton, Co-Chair of the Regionalization Study Committee. Mac Reid, Co-Chair of the Regionalization Study Committee also joined the meeting late.

Secretary's Report - Marybeth Quaadgras

October 2012 Meeting minutes approved as written. Ranjini Reddy – First Motion to Approve Minutes; Kim McOsker – Second Motion to Approve Minutes.

Regionalization – Peter Ashton

Peter Ashton passed out the Study Committee [Power Point Presentation](#) and [FAQ Handout](#). Peter Ashton explained that the push for studying regionalization is that Boxborough is experiencing declining enrollment and administrative and financial pressures to meet unfunded state mandates. The Study Committee Membership original started with 3 persons from Acton and 3 residents from Boxborough; in June, the Committee expanded to 6 from Boxborough and 6 from Acton, including Superintendents and Selectmen from each town. The Study Committee is focusing on two parallel paths – developing a Regional Agreement and looking at Other Policy Issues that the School Committees need to address.

With regionalization, there is no intent to change the educational philosophies and local site control that exist within APS and BPS; there would be no loss of identity of individual elementary schools.

Treasurer's Report - Cathy Gallinger / Ranjini Reddy

Ranjini Reddy reported that the Craft Fair brought in \$9300. Thirty-four families have participated in the Direct Appeal so far with \$3736 raised; we will push the Direct Appeal again after the holidays in January. We have had some miscellaneous income of approximately \$400, for a total of \$13,436 raised to date.

Ranjini Reddy explained that total expenses to date are \$6300 and we are still waiting the bill from Central Office for teaching assistant payments. State and Federal taxes for for 2011-2012 have been filed.

We need to re-order checks for the PTO. As this item is non-budgeted and the cost greater than the amount allowed by our charter, we need to vote on this. Security checks are \$130-\$140 while non-security checks are 1/3 of the cost. Majority (eight) of the attendees voted in favor of the security checks.

Fundraising - Ranjini Reddy

Book Fair: Sophia Park reported that the Book Fair income was \$10,943; we received 25% in cash or \$2,735 to order books for the level reading program. We brought in close to what we made last year considering that Hurricane Sandy, a Nor'easter, and Sargent Camp affected attendance this year.

Raffle Issues: We need to file with state and obtain a permit. This requirement will impact the Ice Cream Social and other events where we would like to have a raffle. Complicating this issue is the fact that we

are in limbo with our non-profit status. Amy Happ suggested that perhaps we can change the Raffle to a Lucky Draw.

Chinese School Dance- Acton Music: The Chinese School will have a dance performance on December 2nd. If the PTO sells tickets, 50% comes back to the PTO.

*****Note for all signage for all events: When we use sandwich boards and election type signs to publicize events, we need to obtain a zoning permit from the town as they affect right of way.***

PTO Event Planning - Ranjini Reddy

Ice Cream Social, Willow Books – March

Festival of Cultures – April

Spring Celebration – Proposing to have this event the last week of April.

Conant Carnival - Do we still have spring carnival? Great for kids but requires a lot of volunteers and net profit is small as expenses were approximately 50%. We are currently looking at June 2 as a potential date with no rain date. This event has not yet been permitted.

Teacher Supplies – Ranjini Reddy

We had \$1800 in the budget for teacher supplies. For 21 classrooms, each class would get \$65. Assistants would get \$35. This funding is separate from FinComm funding.

Principal's Update - Damian Sugrue

Sixth graders went to Sargent Camp in early November. Damian Sugrue emphasized that it is important for the current 5th grade classes to fundraise for next year's trip. It was suggested that the 5th grade classes hold a Spaghetti Dinner; this type of event can also serve as a community building event. For community building, Paul Thompson suggested an All School Birthday Celebration with a games night.

Open Items - Ranjini Reddy

Coffee Maker: One coffee maker is not working. Cost options – box of Joe vs. ordering a new one; we have one coffee maker that is working. In the interest of time, we will discuss further at the next meeting.

Bruins Fundraiser: In the interest of time, we will discuss this issue at the next meeting.

Save Around Coupon Book: In the interest of time, we will discuss this issue at the next meeting.

Lamps / Bags for Lice: Mrs. Crumlish described that McCarthy Towne families use a designated bag to hold lice infested book bag, coat, etc. The cost is \$3.50 per bag (lighter weight bag) for 100 and \$10 per bag (heavier weight bag). We decided that we are going to test run the \$3.50.

It was suggested that we purchase specialized lamps that families can use to help with nit removal. The nurse will keep them and will loan them out to families. It was recommended that we purchase 5 lamps for the school families to help with nit removal. Desk lamps are \$85 each. Paul Thompson will talk with other schools/PTOs to determine their interest. In order a number of lamps, we could get a volume discount to \$66 per lamp. We voted on the recommendation and there were eight votes in favor of purchasing the 5 lamps.

Meeting Adjourned – 10:55 am

First Motion – Ranjini Reddy; Second Motion: Damian Sugrue.

Next Meeting – Friday, February 1, 2013